# Building Stronger Communities Together Community Grant 2024-25

## 1. Introduction

**About this form**

* Please use this application form to apply to the Building Stronger Communities Together Community Grant   
  2024-25 . If you need an alternative format for accessibility reasons, please let us know by emailing [omfunds@manchester.gov.uk](mailto:omfunds@manchester.gov.uk?subject=OMVCS%20Application%20Accessibility&body=type%20your%20text%20here).
* Organisations can apply for up to £30,000.
* **Only evidence provided in the application form will be used to score the application.** Please do not email us with additional documents in support of your application.Any links to websites will only be used for eligibility and due diligence checks on successful applicant organisations.
* All information provided is assessed in the context of the entire application. Please provide information which to the best of your knowledge is accurate and gives a fair reflection.

**Eligibility**

* Applicants will be asked to confirm their organisation's eligibility before continuing with the form. If you are unsure about your organisation's eligibility please contact us.

**Word Counts and Formatting**

* Some questions have maximum word counts. You do not need to write up to the maximum limit - the panel are looking for clear and meaningful responses which make sense and which answer the question asked.
* Feel free to use bullet points and headings to organise your answers.
* Spelling and grammar mistakes will not affect your score unless it prevents your application from being understood.

**Support**

* We recommend that you **read the application guidance before completing and submitting your application**. The prospectus, application questions, and guidance are all available on [Macc's website](https://manchestercommunitycentral.org/support-groups/funding-opportunities/building-stronger-communities-together-manchester-community). You can also request copies of these directly from us by emailing [omfunds@manchester.gov.uk](mailto:omfunds@manchester.gov.uk).
* If you have any technical issues with the form please contact us at the same email address. Please note that the team cannot help you draft answers to the application form.

**Deadline**

* We must receive your application by **Thursday 16th January 4:00pm.**
* Applications received after this will not be considered.
* Please note that we are usually very busy on the day of the deadline and cannot guarantee to respond to all queries in time before the application closes.

**Using Smart Survey**

* You can save your application at any point using the “**Save and Continue later**” button at the bottom of the page. Make sure you note down the email address you’ve used with the form as you will need this to access the form again.  Emails from Smart Survey can end up in your Spam / Junk folder so be sure to check this.
* When you go through this form, **DO NOT** use your normal 'Back' button to return to an earlier question. Use the 'Previous' button on the page you are on instead.
* You can also **Print your response** when submitting the form.
* You can also email us if you would like a copy of your submitted application.

**Privacy notice**

* Manchester City Council is committed to ensuring your information is held securely and in keeping with data protection legislation. Information you provide us with will not be used to determine decisions on other grant funding programmes. If you’d like to know more about how your data is used you can [read our privacy notice](https://www.manchester.gov.uk/directory_record/431777/city_policy).

## 2. Confirm Eligibility

Complete this section to confirm that your organisation meets the requirements for the BSCT Community Grant Programme. If you can respond "Yes" to all of the following questions, then you meet our minimum requirements and can apply to the fund .

Note: For partnership applications all delivery partner organisations receiving funding must also meet the eligibility criteria.

### 1. Is your organisation one of the following types?

### A charitable company limited by guarantee

### A charitable incorporated organisation

### A Community Benefit company registered as an industrial and provident society(Bencom)

### A community interest company limited by guarantee

### A community Interest company limited by share (Schedule 2 with 100% asset lock only)

### A constituted community group

### A faith group or organisation (exempt charity)

### A registered charity

### An unincorporated charitable association

### An unregistered voluntary or community organisation.

|  |  |
| --- | --- |
|  | Yes |
|  | No |

### 2. Does your organisation have three or more trustees or directors, that are not related to each other and are not paid shareholders?

|  |  |
| --- | --- |
|  | Yes |
|  | No |

### 3. If asked, would you be able to provide the following:

### Governing document (constitution, articles of association, etc.)

### Safeguarding policy (including your named safeguarding lead)

### Health and Safety Policy

### Copies of your certificates of insurance cover

|  |  |
| --- | --- |
|  | Yes |
|  | No |

### 4. Does your organisation or group have its own bank account?

|  |  |
| --- | --- |
|  | Yes |
|  | No |

### 5. Can you confirm that your organisation is NOT applying for funding for political or religious activity?

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| --- | --- |
|  | Yes |
|  | No |

### 6. Have you been working with Manchester residents for at least the last 12 months?

|  |  |
| --- | --- |
|  | Yes |
|  | No |

## 3. Eligible Result

* It looks like your organisation is eligible to apply for a BSCT Community Grant 2024-25. Please note that **this is not a guarantee that your application will be successful.**
* If you have any technical issues with the form, please contact us at omfunds@manchester.gov.uk. Please note that the team cannot help you draft answers to the application form.

Click Next Page to continue with your application.

## 4. Ineligible

It looks like your organisation doesn't meet the minimum requirements for this fund. You must be able to answer "Yes" to all of the questions.

Thank you for your interest in the BSCT Community Grant 2024-25 programme.

You can find information on other funding opportunities on the Manchester Community Central webpage [Funding Opportunities | Manchester Community Central.](https://manchestercommunitycentral.org/support-groups/funding-opportunities)

## 5. Your Contact Details

Please provide the details of the first person we should contact about this application.

### 7. What is your full name? Please include first name and surname.

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### 8. What is your preferred telephone number? Please check that this is correct.

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### 9. What is your preferred email address? Please check that this address is correct.

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### 10. What is your role in the organisation?

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## 6. Second Contact

Please provide details of a second contact person in case the first person is unavailable.

### 11. What is their full name? Please include first name and surname.

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### 12. What is their preferred telephone number? Please check that this is correct.

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### 13. What is their preferred email address? Please check that this address is correct.

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### 14. What is their role in the organisation?

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## 7. About your organisation

### 15. What is the name of your group or organisation?\*

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| --- | --- |
| |  | | --- | |  | |

### 16. What’s the address of your group or organisation? (you must include the full postcode)\*

|  |  |  |
| --- | --- | --- |
| Building Number or name | |  | | --- | |  | |
| Street | |  | | --- | |  | |
| Town/city | |  | | --- | |  | |
| Postcode | |  | | --- | |  | |

### 17. If applicable, please include links to your website and/or facebook page.

|  |  |  |
| --- | --- | --- |
| Website | |  | | --- | |  | |
| X/Twitter | |  | | --- | |  | |
| Facebook | |  | | --- | |  | |
| Instagram | |  | | --- | |  | |
| Other | |  | | --- | |  | |

### 18. Please select your type of organisation. (If successful we may ask you to provide evidence such as a governing document or constitution.)

|  |  |
| --- | --- |
|  | A charitable company limited by guarantee |
|  | A charitable incorporated organisation |
|  | A Community Benefit company registered as an industrial and provident society(Bencom) |
|  | A community interest company limited by guarantee |
|  | A community Interest company limited by share (Schedule 2 with 100% asset lock only) |
|  | A constituted community group |
|  | A faith group or organisation (exempt charity) |
|  | A registered charity |
|  | An unincorporated charitable association |
|  | An unregistered voluntary or community organisation. |

### 19. Please provide any reference numbers for your organisation e.g. your charity registration number.  If not applicable please put N/A.

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### 20. Please provide your organisation’s bank account details.

**DO NOT supply personal bank details through this form.**

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| --- | --- | --- |
| Account Name: | |  | | --- | |  | |
| Bank / building society name: | |  | | --- | |  | |

### 21. What is your organisation’s annual income?

|  |  |
| --- | --- |
|  | Below £10,000 a year |
|  | More than £10,000 a year but below £100,000 a year |
|  | More than £100,000 a year but below £1 million a year |
|  | More than £1 million a year |

## 8. Individual or Partnership Application

### 22. Is this a partnership application?

**Does your project have any delivery partners who will receive some of the funding you are applying for?**

|  |  |
| --- | --- |
|  | Yes, other organisations will receive some of this funding. |
|  | No, all the funding will be used directly by my organisation. |

## 9. Partner 1

### 23. What is the name of the partner organisation?

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| --- | --- |
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### 24. What is the full name of the main contact from the partner organisation? Please include first name and surname.

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### 25. What is their preferred telephone number? Please check that this is correct.

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### 26. What is their preferred email address? Please check that this address is correct.

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### 27. What is their role in the organisation?

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### 28. How much of the funding allocation will this partner organisation receive?

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| --- | --- |
| |  | | --- | |  | |

### 29. Do you need to add another partner organisation?

|  |  |
| --- | --- |
|  | Yes |
|  | No |

## 10. Partner 2

### 30. What is the name of the second partner organisation?

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| --- | --- |
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### 31. What is the full name of the contact from the partner organisation? Please include first name and surname.

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### 32. What is their preferred telephone number? Please double check that this is correct.

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### 33. What is their preferred email address? Please double check that this address is correct.

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### 34. What is their role in the organisation?

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### 35. How much of the funding allocation will this partner organisation receive?

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### 36. Do you need to add another partner organisation?

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|  | Yes |
|  | No |

## 11. Partner 3

### 37. What is the name of the third partner organisation?

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### 38. What is the full name of the contact from the partner organisation? Please include first name and surname.

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### 39. What is their preferred telephone number? Please double check that this is correct.

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### 40. What is their preferred email address? Please double check that this address is correct.

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### 41. What is their role in the organisation?

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### 42. How much of the funding allocation will this partner organisation receive?

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### 43. Do you need to add another partner organisation?

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|  | Yes |
|  | No |

## 12. Partner 4

### 44. What is the name of the fourth partner organisation?

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### 45. What is the full name of the contact from the partner organisation? Please include first name and surname.

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### 46. What is their preferred telephone number? Please double check that this is correct.

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### 47. What is their preferred email address? Please double check that this address is correct.

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### 48. What is their role in the organisation?

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### 49. How much of the funding allocation will this partner organisation receive?

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## 13. Partnership Applications

### 50. What discussions have you had so far to agree this project with partner organisations?

**Tell us about informal and formal agreements and what you would have in place to support the delivery of the project.**

**As part of our due diligence checks we will ask for evidence of agreement between the partners, such as meeting minutes, a Memorandum of Understanding, etc.**

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### 51. Please confirm that all partner organisations meet the eligibility criteria for the funding as set out in section 2 of this form.

**1. All partner organisations are one of the following types:   
•  A charitable company limited by guarantee  
•  A charitable incorporated organisation  
•  A Community Benefit company registered as an industrial and provident society (Bencom)  
•  A community interest company limited by guarantee   
•  A community Interest company limited by share (Schedule 2 with 100% asset lock only)   
•  A constituted community group  
•  A faith group or organisation (exempt charity)  
•  A registered charity  
•  An unincorporated charitable association  
•  An unregistered voluntary or community organisation.**

**2. All partner organisations have three or more trustees or directors, that are not related to each other, and are not paid shareholders.**

**3. All partner organisations if asked would be able to provide the following:   
•    Governing document (constitution, articles of association, etc.)  
•    Safeguarding policy (including your named safeguarding lead)  
•    Health and Safety Policy  
•    Copies of your certificates of insurance cover  
Please note we will perform due diligence checks on partners and will require evidence of these documents.**

**4. All partner organisations have their own bank account.**

**5. Partner organisations would not use funding for political or religious activity.**

**6. Partner organisations have been working with residents from the Manchester local authority area for at least the last 12 months.**

|  |  |
| --- | --- |
|  | I confirm that all partner organisations that will receive funding meet the eligibility criteria. |

## 14. Project Beneficiaries

### 52. Who are you going to work with using this funding? (maximum 150 words) Tell us about the Manchester residents and communities you will work with, e.g. This project will work with 20x 10-15 year olds from Moston, and 20x over 65 year olds from Chorlton, in an intergenerational project. We will identify the younger cohort through our existing youth club in Moston, and with the older cohort through our partner organisation who run a good neighbours group in Chorlton.

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### 53. How are issues around social cohesion currently affecting the people you plan to work with, and how do you know this?

### Tell us about the beneficiaries you mentioned in the previous question, what issues they are facing, and what their need is.

### Tell us about any data, findings or quotes you have that evidence this.

**(Maximum 500 words)**

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### 54. Have your beneficiaries been involved in the design of this project?  If your beneficiaries have helped you to design your project, either directly or through feedback, please explain this here.

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### 55. What is the total number of individuals that you plan to work with over the funded period?  This must be a whole number (e.g. 40, not 40-50). This can be an estimate, but you will be expected to report on this number in the end of project evaluation.

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### 56. Where in the city are your beneficiaries?  Please select all wards that apply. You can find a map of these wards here [Ward boundaries - All wards | Manchester City Council.](https://www.manchester.gov.uk/directory_record/285527/all_wards)  Please do not select a ward if you are not planning to work with beneficiaries from this ward.

|  |  |
| --- | --- |
|  | We do not have this information |
|  | North Manchester - Ancoats & Beswick |
|  | North Manchester - Charlestown |
|  | North Manchester - Cheetham |
|  | North Manchester - Clayton & Openshaw |
|  | North Manchester - Crumpsall |
|  | North Manchester - Harpurhey |
|  | North Manchester - Higher Blackley |
|  | North Manchester - Miles Platting and Newton Heath |
|  | North Manchester - Moston |
|  | Central Manchester - Ardwick |
|  | Central Manchester - Deansgate |
|  | Central Manchester - Gorton & Abbey Hey |
|  | Central Manchester - Hulme |
|  | Central Manchester - Levenshulme |
|  | Central Manchester - Longsight |
|  | Central Manchester - Moss Side |
|  | Central Manchester - Piccadilly |
|  | Central Manchester - Rusholme |
|  | South Manchester - Baguley |
|  | South Manchester - Brooklands |
|  | South Manchester - Burnage |
|  | South Manchester - Chorlton |
|  | South Manchester - Chorlton Park |
|  | South Manchester - Didsbury East |
|  | South Manchester - Didsbury West |
|  | South Manchester - Fallowfield |
|  | South Manchester - Northenden |
|  | South Manchester - Old Moat |
|  | South Manchester - Sharston |
|  | South Manchester - Whalley Range |
|  | South Manchester - Withington |
|  | South Manchester - Woodhouse Park |

### 57. What difference will these activities make to the people you plan to work with? (maximum 500 words)

### Refer back to the issues your beneficiaries are facing.

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### 58. Will any other VCFSE organisations or public service providers benefit as a result of this project? These organisations are ones that would benefit from your project, but are not directly receiving any funding from this application. You might already be working with them on social cohesion or another project.

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## 15. Principles and Activities

### 59. Which of the following BSCT Community Grant Programme principles will your project deliver?

**Strong projects will be those that deliver at least three of the principles as listed below. However, the assessment panel will still consider applications that meet only two.**

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| --- | --- |
|  | Two or more organisations working together to improve their relationships with each other and better support the local community e.g. a voluntary group working with a housing association to create an intergenerational community ambassador programme, embedding youth social action in their community. |
|  | Bring two or more different communities together to build bridges across difference, change behaviours and attitudes and resolve social tensions. |
|  | Focus on vulnerable or under-represented communities e.g. inclusion of racial or ethnic minorities, refugees, young people) and ensure that all groups regardless of socio-economic background, gender, religion or culture have equal access to the project activities. |
|  | Encourages active participation from local communities in decision making, planning and implementation along with prioritise initiatives that empower communities to solve their own problems and build resilience. |
|  | Foster intercultural dialogue to build understanding between different cultural, ethnic or religious groups. |
|  | Encourage innovative approaches to building social cohesion such as using technology, arts or new social media platforms to bring people together |

### 60. Tell us what you will do with the funding and how this connects with the principles you’ve selected. (maximum 1,500 words)

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### 61. What is your project end date? All project funding must be spent on activities that will have been delivered by 31st July 2025.

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### 62. How might your project be scaled up, or replicated elsewhere? (max 500 words)

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### 63. Why is your organisation well placed to deliver this project? If this is a partnership application, please briefly explain this for all organisations involved (maximum 500 words)

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## 16. Objectives and Evaluation

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| --- |
| The [Building Stronger Communities Together](https://www.manchester.gov.uk/info/500002/council_policies_and_strategies/8740/building_stronger_communities_together_strategy) strategy focuses on three objectives:    1. **Relationships ‘It’s about all of us’** – getting to know one another and bridging differences between communities. More people doing things to help them and others to belong to their community; those who are newly arrived as well as those who have always lived here, engaging, being trusted and trusting others around them, including those from different social and ethnic backgrounds.    2. **Participation ‘We get involved to make a difference’** - helping all communities to feel empowered to act to improve their neighbourhood and address shared challenges together building on the strengths and advantages of Manchester’s rich diversity, cultures and histories.    3. **Belonging ‘Making an effort’** to make ourselves and the people around us a part of our local neighbourhood and the city; valuing diversity and difference and celebrating what we have in common. Being proud of the places we live. Knowing that all together we belong to Manchester. Whether a new arrival to the city or someone whose family goes back generations we celebrate what we have in common, the ties that bind us together, and the shared values of welcoming and inclusivity |

### 64. Select which objective(s) your project will contribute to. You can select more than one.

|  |  |
| --- | --- |
|  | Relationships ‘It’s about all of us’ |
|  | Participation ‘We get involved to make a difference’ |
|  | Belonging ‘Making an effort’ |

## 17. Relationships ‘It’s about all of us’

### 65. How your project will contribute to the Relationships ‘It’s about all of us’ objective (max 250 words) e.g. my project will meet the Relationship objective by bringing together Moston residents with refugees living in Manchester, through a co-designed film festival programme of events. We will have a team of local residents and refugees who will support project management, and will show multiple films by refugee filmmakers, followed by a Q and A, to promote better understanding between these two groups.

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### 66. How will you measure this contribution? (max 250 words) You must list at least one measurable indicator, e.g. 90% of attendees will feel that they better understand what it means to be a refugee in England. This will be measured through random sampling of a minimum of 40 attendees at the film festival.

**Note: You must record this information and be able to share it as part of your end of project monitoring**

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### 67. Did you also select one of the following objectives?

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| --- | --- |
|  | Participation ‘We get involved to make a difference’ |
|  | Belonging ‘Making an effort’ |
|  | No |

## 18. Participation ‘We get involved to make a difference’

### 68. How your project will contribute to the Participation ‘We get involved to make a difference’  objective You must list at least one measurable indicator. (max 250 words)

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### 69. How will you measure this contribution? (max 250 words) You must list at least one measurable indicator. Note: You must record this information and be able to share it as part of your end of project monitoring.

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### 70. Did you also select the following objective?

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| --- | --- |
|  | Belonging ‘Making an effort’ |
|  | No |

## 19. Belonging ‘Making an effort’

### 71. Explain how your project will contribute to the Belonging ‘Making an effort’ objective  (max 250 words)

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### 72. How will you measure this contribution? (max 250 words) You must list at least one measurable indicator. Note: You must record this information and be able to share it as part of your end of project monitoring.

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## 20. Costs

### 73. What is the total amount that you are applying for? Please note that the maximum you can apply for is £30,000.

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### 74. What will you spend the money on? Breakdowns do not need to be to the penny – we just want to know broad spend areas e.g. staffing, rent, equipment. Costings should relate to your project plan. Up to 40% of the funding can be used for staff salary costs related to the project.   Please make sure that your funding breakdown total matches the amount of funding that you are requesting.

|  | Expenditure headings | Provide a brief explanation of what this means | £ |
| --- | --- | --- | --- |
| 1 | |  | | --- | |  | | |  | | --- | |  | | |  | | --- | |  | |
| 2 | |  | | --- | |  | | |  | | --- | |  | | |  | | --- | |  | |
| 3 | |  | | --- | |  | | |  | | --- | |  | | |  | | --- | |  | |
| 4 | |  | | --- | |  | | |  | | --- | |  | | |  | | --- | |  | |
| 5 | |  | | --- | |  | | |  | | --- | |  | | |  | | --- | |  | |
| 6 | |  | | --- | |  | | |  | | --- | |  | | |  | | --- | |  | |

### 75. How have you worked out your costs? (300 words max)

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## 21. Safeguarding

If you are working with children, or adults with care and support needs, you MUST have appropriate safeguarding measures in place, including a named Safeguarding Lead. For more information visit [Safeguarding | Manchester Community Central.](https://manchestercommunitycentral.org/resource-library/safeguarding)

### 76. Will you be working with children, or adults with health and social care needs?

|  |  |
| --- | --- |
|  | Yes |
|  | No |

## 22. Safeguarding Policy

### 77. If yes, do you have a safeguarding policy in place? If successful, we will ask you to provide a copy of this.

|  |  |
| --- | --- |
|  | Yes |
|  | No |

## 23. Other funding

### 78. Does your application need funding from other sources to go ahead (match funding)?

|  |  |
| --- | --- |
|  | Yes |
|  | No |

## 24. Other funding

### 79. If yes, is this funding secured?

|  |  |
| --- | --- |
|  | Yes |
|  | No |

## 25. Match funding not secured

### 80. How much match funding you are expecting to secure?

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### 81. When will you expect funding to be secured?

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## 26. Match funding secured

### 82. How much match funding are you expecting over the funded period, and where is this funding from?

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| --- | --- |
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## 27. Benefit of this investment

### 83. What would the additional funding from this BSCT grant add to this project?  (max 300 words)

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| --- | --- |
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## 28. Your experience

### 84. How did you hear about this fund?

|  |  |
| --- | --- |
| |  | | --- | |  | |

### 85. Please rate this application process out of 5, where 1 is Poor and 5 is Very Good:

|  |  |
| --- | --- |
|  | 1 |
|  | 2 |
|  | 3 |
|  | 4 |
|  | 5 |

### 86. Why did you give this rating? Please let us know if there is anything we could do to improve the application process.

|  |  |
| --- | --- |
| |  | | --- | |  | |

## 29. Declaration

### 87.

### I declare that the information given on this application form is accurate to the best of my knowledge, and that I am authorised to submit this application on behalf of the organisation.

### I understand that I must notify Manchester City Council of any significant changes to the application, and that misleading information can invalidate this application.

### I understand you may contact me during assessment, and I confirm I am authorised by the organisation for this purpose and that you may rely on any further information supplied by me.

### I confirm that this application has been authorised by the management committee or other governing body of the organisation.

|  |  |
| --- | --- |
|  | I agree |

## 30. Submit your application

Ready to submit?  
  
Click the **submit application** button below to apply to the fund.